

AZELLA Testing Conditions and Accommodations

Universal Test Administration Conditions

State assessments are to be administered in a standardized manner. Following the guidance and scripted directions in the *Test Administration Directions* that accompany each form of the AZELLA will ensure a standardized test administration, while providing students with an appropriate testing environment.

Universal Test Administration Conditions are specific testing situations and conditions that may be offered to any student in order to provide him/her a comfortable and distraction-free environment.

Universal Test Administration Conditions include:

- Testing in a small group, one-on-one, or in a separate location (e.g., another room), or in a study carrel.
- Being seated in a specific location within the testing room or being seated at special furniture.
- Having the test administered by a familiar Test Administrator.
- Using a special pencil or grip.
- Using devices (e.g., glasses, contacts, magnification, special lighting, color overlays) that allow the student to see the test.
- Using devices (e.g., hearing aid, amplification apparatus) that allow the student to hear the test administration.
- Wearing noise buffers after the scripted directions have been read (for the Reading and Writing sections).
- Repeating scripted directions from the *Test Administration Directions* (at student request).
- Answering questions about the scripted directions from the *Test Administration Directions* and/or the directions that students read on their own (at student request).

Students who are unable to respond due to an injury may receive additional considerations. Contact AZELLA@azed.gov for further information.

Test Accommodations for Students with Disabilities

As participants in the AZELLA, this section is designed to provide guidance in the use of accommodations for students with disabilities. This guidance applies to students who are taking an initial Placement Test and to all students who have been identified as having an ELL need thereby requiring that they take the AZELLA annually until they are determined to be proficient in English.

Students with disabilities are those with special needs who have an Individualized Education Program (IEP) as determined by the Individual with Disabilities in Education Act (IDEA) and/or a 504 Plan as determined by the Americans with Disabilities Act (ADA). Accommodations are changes in the presentation (e.g., read the extended writing prompts aloud) and/or the response options (e.g., scribe assisting with bubbling answers) in the administration of the assessment that do not alter the item and what is being measured, but still allow students to demonstrate their proficiency in English. The “Universal Test Administration Conditions” are available to all students and may also be included in a student’s IEP or 504 Plan.

The following AZELLA Test Accommodations for Students with Disabilities are only available to students who have an IEP or a 504 Plan. Accommodations are listed by Domain (L=Listening, R=Reading, W=Writing, S=Speaking).

| Accommodation | Acceptable | Not Acceptable or Not Applicable |
|--|------------|----------------------------------|
| Allow frequent breaks | L, R, W | S |
| Allow the Test Administrator to read the prompts aloud, at student request | W | L, R, S |
| Allow a scribe to assist in bubbling answers for multiple choice items | L, R, W | S |
| Allow the use of assistive technology for the extended writing prompt response with spell check, grammar check, and word prediction functions turned off <i>Contact AZELLA@azed.gov before providing this accommodation.</i> | W | L, R, S |
| Allow the enlargement of test material <i>Contact AZELLA@azed.gov before providing this accommodation.</i> | L, R, W, S | |
| Allow the test to be administered over multiple days <i>Contact AZELLA@azed.gov before providing this accommodation.</i> | L, R, W | S |

The translation of the test by the test administrator into another language is not allowed. The use of dictionaries, word lists, or glossaries is not allowed in the administration of the AZELLA. Some students may be provided with accommodations during instruction that are not appropriate for use during a standardized state assessment. Accommodations routinely provided to students during classroom instruction or for classroom assessments based on an IEP or 504 Plan not listed above must be approved by ADE prior to their use during AZELLA administration. Send e-mail questions to AZELLA@azed.gov regarding the administration of AZELLA to students with disabilities.